

DD/A Registry

File 69-11-2

CLOSED CIRCUIT TELEVISION

A disturbing complaint I continue to encounter is that there is a lack of internal communication within the Agency. Some time ago one of the advisory groups suggested that a one-way closed circuit television system (CCTV) for broadcasting video programs might partially solve this problem. A close look at this suggestion found it to be feasible, and, as a result, a modest system is currently being installed within the Headquarters Building.

This CCTV system is intended to provide Headquarters personnel with the opportunity to view current events such as Presidential news conferences, network specials, and rebroadcasts of other video programs of interest to each of you (such as the CBS "60 Minutes" and the ABC "Good Morning America" programs which featured the Agency last year). Occasionally, ^{will also} ~~Internal~~ administrative announcements may be projected over the system. Program projection will be controlled by, and originate in, the Pictorial Services Branch, Office of Central Reference.

When the installation is completed in March, ^{two} television sets will be located ~~in my office and conference room, the Offices of the DDCI and Public Affairs, and two~~ in each of the first-floor Headquarters cafeterias. Should this system prove successful we may install additional sets at other locations in the Headquarters building and, I hope, at other Agency facilities.

I sincerely believe this installation will help to improve our ability to keep you better informed.

EMPLOYMENT OPPORTUNITIES FOR WOMEN

The President recently directed the heads of all federal departments and agencies to work aggressively and creatively to provide maximum employment opportunities for women in federal service. We were asked to develop innovative programs to recruit and hire qualified women and to ensure that they have fair opportunities to enjoy satisfying careers.

For a number of years the Agency has maintained a nationwide recruitment system designed to attract qualified applicants. ^{CAATS} Personnel recruiters are based in strategic locations throughout the country, and they actively exploit all potential sources of applicants in their assigned geographic areas of responsibility. All have been instructed to ensure that proper attention is given to the recruitment of women to fill our professional and technical needs.

Our current and anticipated personnel requirements are, of course, very selective and emphasize scientific and technical disciplines. A recent analysis shows that only slightly more than 20 percent of American students majoring in disciplines of interest to the Agency are female. During fiscal years 1974 through 1976 about 17 percent of the professional and technical employees hired by the Agency were women; in 1977 that figure rose to 20 percent. Thus, our recruitment and hiring programs for women have moved in the right direction.

Also, I ^{note} am pleased that the proportion of female professional and technical employees in grades GS-12 through GS-14, the feeder group to executive positions, increased from 8.4 percent in ~~1976~~ ¹⁹⁷⁵ to 10.7 percent in ~~1977~~. Another sign of progress is that the percentage of women in

executive positions (GS-15 through GS-18) increased from 0.8 percent in 1969 to 2.2 percent in 1977. Much remains to be done, however, in providing challenging career opportunities for our female employees, and I have requested our senior managers to continue their commitment to advancing the careers of our deserving women.

CHRISTMAS GIVING

The returns are in on the Agency's annual Christmas Giving Drive, and the support provided by employees is indeed commendable. In addition to donating 855 new toys and 1,800 used toys and games, CIA personnel gave 650 pounds of food, 3,800 pounds of clothing, and nearly \$600 in cash for the needy of our area. ^{There were so many} Santa's helpers included ~~so many specific individuals~~ that to name some without mentioning all would ^{be} an injustice. But mention must be made of the Office of Security's Security and Records Division, which contributed \$547.23 to the Christmas fund. This office makes a concerted campaign to obtain funds for the needy, running bake sales, raffles, and other events throughout the year. Its efforts are appreciated and the fine record it set should prove a challenge to others. Its campaign, by the way, earmarks funds for St. Ann's Infant and Maternity Home in Hyattsville and has been helping that charitable institution for the past four years.

Lest we assume that our contributions are not appreciated, the many thank-you letters received prove otherwise. St. Ann's Home writes that ^{***} "through your generosity, we are able to give these sensitive, impressionable children many things which speak of love--love extended by you." Christ House in Alexandria writes, ^{1/} "how very grateful we are for your most generous food donation!" The Falls Church/McLean Day Care Center wrote to me stating ~~that~~ ^C "community support, such as the kind demonstrated by the staff of the CIA, is the backbone of our program. Your generosity makes it possible for us to provide the highest quality

care for our children." Finally, in a note to the Director of Central Intelligence (attn: Santa Claus), the House of Ruth was "delighted to receive the truck load of clothing."

BULLETIN BOARD

In case anyone missed the Employee Bulletin that was recently distributed, the Office of Public Affairs now has an interesting bulletin board outside its office area in the ^{first floor} corridor next to the ^{DISPLAYS} escalator to the tunnel. The board ^{EDUCATIONAL, COLUMNS, and} lists daily news clippings ^{and} cartoons, and provides other information on the activities of the Public Affairs Office.

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